



Derby Link Tutor Job Description

Website: <http://allsaintscentre.org>
Application pack: info@allsaintscentre.org

All Saints has seen phenomenal growth, to become one of the Church of England's largest providers of theological education. This exciting new post is responsible for developing and delivering an innovative integrated programme for discipleship and training for lay and ordained ministries to degree level in Derby Diocese.

We are looking for a person with a higher degree in an area of theology relevant to discipleship and ministerial training, and an excellent understanding of educational design. They will need to be confident in using IT and a VLE / LMS, and able to collaborate in monitoring, liaising, consulting and negotiating as All Saints and the Diocese establish an educationally effective and high quality academic programme.

All Saints' calling is to train women and men for lay and ordained ministries in the Church of England and, under God to re-imagine and renew its ministry. Working to the highest academic standards, All Saints seeks to be an inclusive and diverse community, welcoming people from different backgrounds who wish to develop their discipleship, understanding of the Christian faith and engagement in the mission of God.

This is a permanent full-time post

Hours 35 hours per week
Salary £36,000 and pension contribution

Significant Working Relationships

- accountable to the Principal and line managed by the Vice Principal
- diocesan staff involved in the oversight and delivery of the programme
- students on the integrated pathway
- members of the Support Team
- members of the Course Management Team as appropriate

Place of Work

All Saints course office, on the Warrington Campus of the University of Chester.
The post involves work in All Saints' teaching venues and diocesan premises in the East Midlands.

The Role

- Collaborating to establish the educational and administrative processes, resources and infrastructure to deliver the programmes to agreed timescales
- Overseeing the design and delivery of modules for the Integrated Pathway within the Common Awards and supporting tutors and facilitators in their roles. The pedagogical approach is based firmly on the principles of distance / online / blended learning and adult education.
- Integration of ordination training (especially) with current undergraduate programmes means that collaborating with diocesan and All Saints staff is an essential part of this job

- A sound and creative approach to learning and able to facilitate different approaches to engage people in learning in order to support a wide variety of mature students from varied backgrounds studying for a range of reasons, including personal interest, exploring vocation or training for a specific ministry
- Taking initial responsibility for the practical running of some or all of the modules
- The Link Tutor will be expected to teach on other All Saints' programmes, according to their area/s of expertise
- Other duties as required from time to time to enable All Saints to fulfil its mission

An occupational requirement has been declared in accordance with Schedule 9 of the Equality Act 2010 for the post holder to be a person of faith in Jesus Christ who is an active member of a Christian Church, and who is in sympathy with the mission and ministry of the Church of England and at ease with its diversity.

If you are made an offer of employment, this will be subject to verification that you are eligible to work in the UK before you can start work.

The Integrated Programme

- The vision for the All Saints / Derby Integrated Programme is for a collaborative educational programme to degree level for lay Christians to develop their discipleship, explore their vocation and, if recommended, to train for Reader or ordained ministry.
- Students can move flexibly from the discipleship pathway to train for a specific ministry within the Durham University *Common Awards*.
- The programme provides online learning resourced by subject specialists with local face-to-face facilitated discussion groups and day-schools
- The ministerial pathways (Initial Ministerial Education Phase 1 – IME1) are supplemented by role-specific training – in the diocese for Reader-candidates and with other All Saints' ordinands.
- Ministerial training continues after admission or ordination (IME2).
- The programme is staffed by theologically qualified subject specialists, theologically trained facilitators and adult education specialists, supported by the diocesan Director of Studies and two Vocation and Training Officers, together with All Saints' Link Tutor and a Link Administrator based in Warrington.

Derby Link Tutor Person Specification

Characteristic	Essential Requirements	Desirable Requirements
Qualifications	<p>Must hold a higher degree (MA, MPhil, PhD or equivalent) in an area of theology relevant to Christian discipleship and ministry; for example, biblical studies, mission, doctrine, practical theology, etc. A</p> <p>Must have the right to work in the UK: If you are made an offer of employment, this will be subject to verification that you are eligible to work in the UK before you start work. A (I)</p>	<p>Qualification in business studies. A, I</p> <p>Recent publication in a peer-reviewed journal or book A, I</p>
Safeguarding	<p>Must be able to satisfy the safe recruitment procedures of the Church of England and of All Saints Centre for Mission and Ministry A (I)</p>	
Christian commitment An occupational requirement has been declared in accordance with Schedule 9 of the Equality Act 2010 for the post holder to be a person of faith in Jesus Christ who is an active member of a Christian Church, and who is in sympathy with the mission and ministry of the Church of England and at ease with its diversity	<p>Must be a person of faith in Jesus Christ, and an active member of a Christian Church who is in sympathy with the mission and ministry of the Church of England and at ease with its diversity A, I</p> <p>Ministers must be in good standing; for Anglican clergy and lay ministers (such as Readers), this means they must hold either a bishop's licence or permission to officiate A, I</p>	
Educational / Research / Reflective Skills	<p>Evidence of commitment to their own continued learning and reflective practice A, I, P</p> <p>Evidence of understanding pedagogies and approaches relevant to online, blended and distance learning and to adult education A, I, P</p>	<p>Evidences reflective practice in some form of ministry A, I, P</p> <p>Evidence of basic qualitative and quantitative research skills that cross disciplinary boundaries A, I, P</p>

	<p>Evidence of understanding of the theory and practice of designing and delivering academic awards at undergraduate level A, I, P</p> <p>Evidence of ability to undertake teaching in an appropriate area of All Saints' courses A, I, P</p> <p>Evidence of ability to put together and deliver a coherent educational implementation plan A, I, P</p> <p>Evidence of ability to advise and support colleagues and committees and to exercise sound judgement on the basis of the evidence presented A, I, P</p>	
<p>Knowledge and Skills</p>	<p>Evidence of ability to provide leadership in educational design, quality, regulation, administration, teaching and learning. A, I, P</p> <p>Evidence of ability to work within regulations and guidelines provided by All Saints and/or other organisations with which All Saints is in partnership. A, I, P</p> <p>Evidence of familiarity with pedagogies and approaches relevant to online, blended and distance learning and to adult education. A, I, P</p> <p>Evidence of ability to use IT and associated technology effectively, especially, email, Word, Excel, Access, Powerpoint, VLE and appropriate authoring packages for online learning resources A, I, P</p> <p>Evidence of a careful and accurate approach to their work A, I, P</p> <p>Evidence of ability to successfully support a variety of students and to engage them in their learning. A, I, P</p>	<p>Evidence of an understanding of discipleship and ministry in the Church of England A, I</p> <p>Familiarity with a Virtual Learning Environment A, I</p> <p>Familiarity with the Common Awards A, I</p> <p>Familiarity with Renewing Ministerial Education A, I</p>

<p>Personal Skills</p>	<p>Enthusiastic, approachable and motivated I</p> <p>Excellent communication skills A, I, P</p> <p>A team player who evidences high levels of collaborative and interpersonal skills A, I, P</p> <p>Evidence of ability both to be part of a team and to lead a team A, I, P</p> <p>Evidence of ability to work alone and manage own workload effectively to meet the agreed implementation plan, while being accountable for the work undertaken A, I, P</p>	
<p>Other</p>	<p>Willing and able to travel across the regions served by All Saints to meet and consult with diocesan, university, NCI officers and others as appropriate A, I, P</p> <p>Flexible, willing and able to cope with a varied and changing workload A, I, P</p> <p>Willing to take on other duties as required to ensure that All Saints fulfils its mission. A, I</p>	<p>Current driving license and access to own transport A, I, P</p>

How the criteria will be assessed

A = Application form

I = Interview

P = Presentation